

**Nasonville Fire District  
2577 Victory Highway  
Nasonville, Rhode Island 02830**

**Monthly Meeting Minutes for June 16, 2015**

**1. Call to Order:**

Chairperson Janet Raymond called the operating committee meeting to order at 7:03 PM.

**Members present:** Board Members: Janet Raymond (Chairperson), Gerry Lapierre, Bettie Hatzell, Jenn Zuba, Bob Allard and Paul Wright (7:14 PM).

**Others:** Christine Chretien (District Clerk), Robert Howe (Chief), Chip Mainville (absent due to work), John Mainville (Tax Collector) (7:04 PM), Ron Lapierre (Treasurer) (7:30 PM).

**Opening Statement**

To the best of our ability we are conducting this meeting in a truthful and proper manner for the residents of the Nasonville Fire.

**2. For the good and welfare of the district.**

- Bob Allard commented that he has seen many positive changes around the station and thanked the Chief for his efforts thus far.
- Janet Raymond commended the Chief and the department on their participation in the funeral services for Bettie Haskell's son Kevin and was proud of the way the group represented the department and the district.
- Bettie Haskell thanked the Chief and the Operating Committee and the department for all that was done on behalf of her son and mentioned the positive comments from family and friends.

**3. Receive Tax Collector's Report**

John Mainville presented the Tax Collector's report. Tax collections for May were \$5,221.63. Net Collections as of May \$317,777.98. Tax collections for June to date are \$3,079.36 with Net Collection YTD of \$320,357.34. Total percentage collected YTD is 88.61%. Tax Sale in conjunction with the Town will be on June 18<sup>th</sup> at 2:00 PM with 3 or 4 properties as part of the sale. District tax sale will be held in September on the 18<sup>th</sup> or the 25<sup>th</sup>. Oceans State Power remains in limbo and he did not have an update. Bettie Hatzell made a motion to accept the Tax Collector's Report and the motion was seconded by Bob Allard. All members approved the motion and the motion was passed.

**4. Receive Chief's Report**

Chief Howe presented his monthly report for May and discussed the following topics:

- Submitted a forestry grant and received approval.
- Joined National Volunteer Fire Council and submitted narrative for sets of full turnout gear.
- Discussed E-One Cyclone and need for replacement.
- Reviewed July schedule.
- Discussed Wright's Farm detail.
- Changes to payroll in regards to Treasurer's duties. Chief will review hours submitted beginning July 1<sup>st</sup>.
- Recruitment of volunteers is ongoing.
- Informed committee of change in equipment between Engine 31 and Engine 32.

Bob Allard made a motion to accept the Chief's report and the motion was seconded by Bettie Hatzell. All members approved the motion and the motion was passed.

**5. Receive Fire Marshal's Report**

Chief Howe presented the Fire Marshal's report for month of May 2015. He discussed the detail at Wright's Farm Restaurant, property at 64 Nasonville Road, meeting with Chief Seltzer of Smithfield Fire Department/Northern Control Center and walk-through of Atlas Pallet with members from all Burrillville Fire departments. Bettie Hatzell made a motion to accept the Fire Marshal's report and the motion was seconded by Jenn Zuba. All members approved the motion and the motion was passed.

**6. Approve minutes from the previous month's meeting**

The minutes from the May 2015 monthly district meeting were submitted for review. A motion to approve the minutes was made by Bettie Hatzell and seconded by Jenn Zuba. All members approved the motion and the motion was passed.

## **7. Consider, review, and approve Bills & Receipts**

Bills were reviewed by the committee and a motion to pay the bills was made by Bettie Hatzell and seconded by Jenn Zuba. All members approved the motion and the motion was passed.

## **8. Receive the Treasurer's Report**

Ron Lapierre presented the Treasurer's report. Ron indicated that the Bank of America had been closed and check for the balance in the account along with refunded fees had been received. He discussed making a change to the bill review process in order to save time at the monthly meeting and talked about a software program called Neat. Drawback to this software is the cost. He will look into creation of a Dropbox where electronic copies of the bills could be restored and reviewed by using the internet. There were no questions from the committee. Bettie Hatzell made a motion to approve the Treasurer's Report. Bob Allard seconded the motion. All members approved the motion and the motion was passed.

## **9. Old Business**

- a. **Third Party Billing** – Janet Raymond reported that total charges for May 2015 were \$22,461.60 and total collections were \$3,503.74.
- b. **Hiring Committee Update** – Gerry Lapierre indicated that advertising for positions still on hold due to volunteers still being recruited.
- c. **Building Maintenance** – Gerry Lapierre reported that Mark Brizzard will honor the bid he submitted to paint the station. Group decided that the color of the building will be White Oaks and the trim will be November Rain. Chief will decide which shade of red to paint the garage doors. Signs will be provided through Chief for over the garage doors. Side door still not fixed and Gerry will follow-up with Palmer Doors. Next month, Gerry will have 3 bids for parking lot repairs/improvements.
- d. **Bid for Third Party Receivables** – Discussion tabled until next month.
- e. **Clerk Stipend** – Discussion tabled until next month.
- f. **Sleeping Quarters** – Discussion tabled until next month.

## **10. New Business**

- a. **Budget Workshop Planning** – workshops have been scheduled to prepare the budget for the next fiscal year.
- b. **3-Year Budget Forecast** – Ron Lapierre discussed the reporting required by the State depending on the size of the budget. This should be kept in mind when planning the budget for the next fiscal year.

## **11. Adjournment**

There being no further business, Jenn Zuba made a motion to adjourn at 9:30 PM and Bob Allard seconded the motion. All members approved the motion and the motion was passed.

Respectfully Submitted,

Christine A. Chretien  
District Clerk